


**KU LEUVEN**

# Erasmus+ Programme

## Inter-institutional agreement 2020-2021

### Higher Education Student and Staff Mobility

#### –Mobility for learners and staff–

The institutions named below agree to cooperate for the exchange of students and/or staff in the context of the Erasmus+ programme. This Inter-institutional agreement will come into effect only in the event that both institutions are holders of valid Erasmus Charter for Higher Education (ECHE) for the period mentioned above and they commit to respect the quality requirements of ECHE in all aspects related to the organisation and management of the mobility. If the Erasmus+ programme sets extra criteria, this Agreement will be reviewed.

#### A. Information about higher education institutions

Name of the institution	Erasmus code	Contact details <sup>1</sup> (Name, E-mail, Phone)
<b>CHARLES UNIVERSITY</b> Faculty of Science Department of Inorganic Chemistry	<b>CZ PRAHA07</b>	Dr. Jakub Hraníček Faculty ERASMUS coordinator <a href="mailto:hranicek@natur.cuni.cz">hranicek@natur.cuni.cz</a> +420 22195 1211
<b>KU LEUVEN</b> Faculty of Engineering Science Department of Materials Engineering	<b>B LEUVEN01</b>	Mrs. Pascale Conard Faculty ERASMUS coordinator <a href="mailto:international.eng@kuleuven.be">international.eng@kuleuven.be</a> +32 16 328641

#### B. Mobility numbers per academic year

FROM	TO	Subject area ISCED	Subject area name ISCED	Study cycle	Total Number of students / Total number of months	
					SMS <sup>2</sup>	SMT <sup>3</sup>
CZ PRAHA07	B LEUVEN01	0722	Materials Science	3 <sup>rd</sup>	1/5	1/5
CZ PRAHA07	B LEUVEN01	0711	Chemistry	3 <sup>rd</sup>	1/5	1/5
B LEUVEN01	CZ PRAHA07	0722	Materials Science	3 <sup>rd</sup>	1/5	1/5

<sup>1</sup> Contact details to reach the senior officer in charge of this agreement and of its possible updates.

<sup>2</sup> Student Mobility for Studies

<sup>3</sup> Student Mobility for Traineeship

B LEUVEN01	CZ PRAHA07	0711	Chemistry	3 <sup>rd</sup>	1/5	1/5
------------	------------	------	-----------	-----------------	-----	-----

FROM	TO	Subject area ISCED	Subject area name ISCED	Total Number of staff mobility / Total number of days	
				STA <sup>4</sup>	STT <sup>5</sup>
CZ PRAHA07	B LEUVEN01	0722	Materials Science	1/5	1/10
B LEUVEN01	CZ PRAHA07	0722	Materials Science	1/5	1/10

### C. Recommended language skills

The sending institution, following agreement with the receiving institution, is responsible for providing support to its nominated candidates so that they can have the recommended language skills at the start of the study or teaching period:

Receiving institution	Optional Subject area ISCED	Language of instruction 1	Language of instruction 2	Recommended language of instruction level	
				Student Mobility for Studies	Staff Mobility for Teaching
CZ PRAHA07		English	Czech	B2	B2
B LEUVEN01		English	Dutch	B2	C1

### D. Calendar

1. Student nomination/application deadlines:

Receiving institution	Winter term <sup>6</sup> [month]	Summer term <sup>7</sup> [month]
CZ PRAHA07	June 15 <sup>th</sup>	October 31 <sup>st</sup>
B LEUVEN01	April 30 <sup>th</sup>	October 1 <sup>st</sup>

2. The receiving institutions will send their decisions within 6-8 weeks after deadline.
3. A Transcript of Records will be issued by the receiving institution no later than 5 weeks after the assessment period has finished at the receiving HEI.
4. Termination of this Agreement or Changes in the data set above can be amended annually, if communicated before January 1<sup>st</sup>. Neither the European Commission nor the National Agencies can be held responsible in case of a conflict.

<sup>4</sup> Staff Mobility for Teaching

<sup>5</sup> Staff Mobility for Training

<sup>6</sup> To be adapted in case of a trimester system.

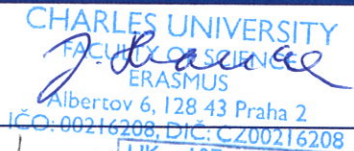
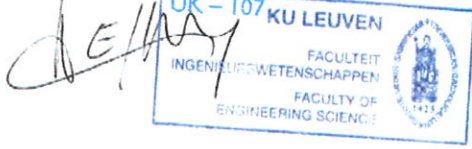
<sup>7</sup> To be adapted in case of a trimester system.

## E. Information

	CZ PRAHA07	B LEUVEN01
WWW for Incoming Students	<a href="https://www.cuni.cz/UK-928.html">https://www.cuni.cz/UK-928.html</a>	<a href="https://eng.kuleuven.be/en/study/prospective-students/non-degree-seeking-students/exchange-procedure">https://eng.kuleuven.be/en/study/prospective-students/non-degree-seeking-students/exchange-procedure</a>
WWW Course Catalogue	<a href="https://www.cuni.cz/UK-2047.html">https://www.cuni.cz/UK-2047.html</a>	<a href="https://eng.kuleuven.be/en/study/prospective-students/non-degree-seeking-students/exchange-procedure">https://eng.kuleuven.be/en/study/prospective-students/non-degree-seeking-students/exchange-procedure</a>

Housing <sup>8</sup>	<a href="https://www.cuni.cz/UK-2073.html">https://www.cuni.cz/UK-2073.html</a>	<a href="http://www.kuleuven.be/studentenvoorzieningen/accommodation">www.kuleuven.be/studentenvoorzieningen/accommodation</a>
Contact details	<a href="mailto:erasmus@ruk.cuni.cz">erasmus@ruk.cuni.cz</a> +420 224 491 710	<a href="mailto:housingservice@dsv.kuleuven.be">housingservice@dsv.kuleuven.be</a> tel.: +3216324400
WWW Visa Information <sup>9</sup>	<a href="https://www.cuni.cz/UK-2045.html">https://www.cuni.cz/UK-2045.html</a>	<a href="http://www.kuleuven.be/english/admissions/travelling/visa">www.kuleuven.be/english/admissions/travelling/visa</a>
Contact details	<a href="mailto:erasmus@ruk.cuni.cz">erasmus@ruk.cuni.cz</a> +420 224 491 710	<a href="http://www.kuleuven.be/admissions/contact">www.kuleuven.be/admissions/contact</a>
WWW Insurance Information <sup>10</sup>	<a href="https://www.cuni.cz/UK-2045.html">https://www.cuni.cz/UK-2045.html</a>	<a href="https://admin.kuleuven.be/sab/vz/en">https://admin.kuleuven.be/sab/vz/en</a>
Contact details	<a href="mailto:erasmus@ruk.cuni.cz">erasmus@ruk.cuni.cz</a> +420 224 491 710	<a href="http://www.kuleuven.be/admissions/contact">www.kuleuven.be/admissions/contact</a>
ECTS Users' Guide <sup>11</sup>	<a href="https://is.cuni.cz/studium/eng/predmety/index.php">https://is.cuni.cz/studium/eng/predmety/index.php</a>	<a href="http://www.kuleuven.be/english/education/ects/positioning/perfaculty#firw">www.kuleuven.be/english/education/ects/positioning/perfaculty#firw</a>
WWW Students and Staff with Disabilities	<a href="https://www.cuni.cz/UK-2049.html">https://www.cuni.cz/UK-2049.html</a>	<a href="http://www.kuleuven.be/english/student-services/student-with-a-disability/index.html">www.kuleuven.be/english/student-services/student-with-a-disability/index.html</a>
Contact details	<a href="mailto:erasmus@ruk.cuni.cz">erasmus@ruk.cuni.cz</a> +420 224 491 310	<a href="mailto:studfunctiebeperking@dsv.kuleuven.be">studfunctiebeperking@dsv.kuleuven.be</a> +32 16 32 4426

#### F. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution	Name function	Date	Signature Seal or Stamp <sup>12</sup>
<b>CZ PRAHA07</b>	RNDr. Jakub Hrančák, Ph.D. <b>Faculty ERASMUS</b> <b>Coordinator</b>	10.8.2020	
<b>B LEUVEN01</b>	<b>Prof. dr. ir. Michiel Steyaert,</b> <b>Dean, Faculty of Engineering Science</b>	31/07/2020	

<sup>8</sup> The receiving institution will guide incoming mobile participants in finding accommodation, according to the requirements of the ECHE.

<sup>9</sup> The sending and receiving institutions will provide assistance, when required, in securing visas for incoming and outbound mobile participants, according to the requirements of the ECHE.

<sup>10</sup> The sending and receiving institutions will provide assistance in obtaining insurance for incoming and outbound mobile participants, according to the requirements of the ECHE. The receiving institution will inform mobile participants of cases in which insurance cover is not automatically provided.

<sup>11</sup> Receiving institutions provide the statistical distribution of grades according to the descriptions in the ECTS users' guide. A link to a webpage can be enough. The table will facilitate the interpretation of each grade awarded to students and will facilitate the credit transfer by the sending institution.

<sup>12</sup> Scanned signatures, seals and stamps are accepted.